



TOWN OF WINDHAM NEW HAMPSHIRE

2021 WARRANT AND BUDGET EXPLAINED

SUMMARY SHEET FOR PUBLIC HEARING 2021

Explained by BRUCE

ARTICLE 3. To see if the Town will vote to raise and appropriate the sum of Seven Hundred and Fifty Thousand and no 100ths (\$750,000.00) Dollars for the purpose of purchasing a Fire Engine to replace Engine 1, a 1982 KNC Fire Engine, as well as payment of costs associated with the financing of said project; said sum to be in addition to any federal, state or private funds made available therefor, and to raise the same by issuance of not more than \$750,000.00 in bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to apply toward the cost any interest earned from the temporary investment of any bond or note and to take any other action as may be necessary to carry out and complete financing of this project. This article is part of the recommended Capital Improvement Plan. (60% Majority Required)

Recommended by the Board of Selectmen 5-0

Note: Funds are to be used to purchase a new Fire Engine to replace the Department's Engine 1, a 2006 KME truck which has approximately 87,000 miles and 7500 engine hours. The purchase is part of the department's scheduled fleet rotation.

Funding will be through a long-term bond, anticipated to be for eight (8) years. Based on current interest trends, bond payments are estimated to be approximately \$104,720 annually from 2022 - 2030.

This article is part of the Capital Improvement Program.

Explained by ROSS

ARTICLE 4. To see if the Town will vote to raise and appropriate the sum of Three Hundred Sixty Five Thousand and no 100ths (\$365,000.00) Dollars for the purpose of purchasing two (2) five-ton six wheel plow trucks for the Highway Department and purchasing ancillary equipment for said vehicles and payment of costs associated with the financing of said project, said sum to be in addition to any federal, state or private funds made available therefore, and to raise the same by issuance of not more than \$240,520.00 in bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to apply toward the cost any interest earned from the temporary investment of any bond or note and to take any other action as may be necessary to carry out and complete financing of the project, with the balance of \$124,480 to come from general taxation. This article is part of the recommended Capital Improvement Plan. (60% Majority Required)

Recommended by the Board of Selectmen 5-0

Note: This article is part of the Capital Improvement Program. As the article details, these funds are to be used to purchase two (2) 5-ton trucks for the Highway Department.

Funding will be through a two year bond of \$240,520, along with \$124,480 to be raised per the article for 2021. Based on current interest trends, bond payments are estimated to be approximately \$124,480 annually for 2022 and 2023.

The CIP report states these will represent the "...addition of two trucks to the current fleet. This will provide the ability to take aging equipment off the road to repair, while still having enough trucks on the road to get required work completed. Also this will add additional service operations presently done through subcontractors."

Explained by HEATH

ARTICLE 5. To see if the Town will vote to raise and appropriate the sum of \$75,000 to be added to the Property Maintenance Expendable Trust Fund.

Recommended by the Board of Selectmen 5-0

Property Trust – No change in requested appropriation from 2020.

Projects in 2020 included replacing the septic system at the Community Development Department, replacing one of the HVAC systems at the Searles Building, replacing the deck in front of the Windham Depot building, replacing the well pump at the Police Station, and septic system repairs at the Town Hall and Armstrong Building.

Current balance of the Trust at 12/31/2020 is \$46,382 of which \$14,210 has been encumbered for interior painting projects at the Police Station and Bartley House (Administrative Offices). The requested funds for 2021 will be used towards such projects as repairs to the concrete patio at the Griffin Park pavilion and carpet replacements in several buildings.

Explained by JENNIFER

ARTICLE 6. To see if the Town will vote to raise and appropriate the sum of up to \$32,500, said amount to be withdrawn from the balance in the previously established Searles Special Revenue Fund for payment of both marketing related and maintenance related costs associated with the Searles Building. Approval of this article will have no additional impact on the tax rate.

Recommended by the Board of Selectmen 5-0

Note: Some of the specific expenses paid from these funds include the part-time Coordinator's salary for marketing/showing the building, advertising costs, maintenance-related projects and services to upkeep the building, and "set ups" for events. As of 12/31/2020, the revenue fund has \$11.

Explained by BRUCE

ARTICLE 7. To see if the Town will vote to raise and appropriate the sum of \$93,770 for the purpose of paying the third of three lease payments associated with the Fire Department Ambulance leased in 2019. This article is part of the Capital Improvements Program.

Recommended by the Board of Selectmen 5-0

Note: This article is part of the Capital Improvement Program.

The original purchase of the ambulance included a non-funding clause which requires us to bring this forward to each separate Town Meeting over the years 2019-2021.

Explained by HEATH

ARTICLE 8. To see if the Town will vote to raise and appropriate the sum of \$110,000 for the purpose of making any needed repairs to the Fire Station roof as well as replacing the roof shingles and rubber membranes. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the project is complete or for a period of two (2) years, whichever is less. This article is part of the Capital Improvement Program.

Recommended by the Board of Selectmen 5-0

Note: This article is part of the Capital Improvement Program. As the article details these funds are to be used to replace the shingles and rubber membranes on the Station roof, as well as make any needed repairs.

The CIP report states "...the fire roof has passed its life expectancy of 20 years. The fire department has seen significant water leaks and has gotten progressively worse over the past 5 to 7 years. These leaks have happened in both the apparatus bay and office side of the building ..."

Explained by JENNIFER

ARTICLE 9. To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of making improvements associated with Phase I of the Town Common Beautification project to include but not limited to installation of sidewalks and crosswalks along North Lowell Road in the area of the Town Center as well as improving the landscaping and utility of the Town Common area. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the project is complete or for a period of five (5) years, whichever is less. This article is part of the Capital Improvement Program.

Recommended by the Board of Selectmen 5-0

Note: This article is part of the Capital Improvement Program. The Plan for 2021 recommended that this project be funded at \$75,000, with the anticipated balance of \$75,000 still needed to complete Phase One to be raised in 2022. The Board of Selectmen felt it more prudent, based on the Town's overall budgetary needs this year, to fund the project at \$50,000 for 2021 with additional funding to come in future years.

As the article details, these funds will be put towards improvements associated with Phase One of the Town Common Beautification Project. Such improvements will include, but not be limited to, installing sidewalks and a crosswalk on North Lowell Road and making beautification enhancements within the Town Common. The latter includes the installation of a new fence, gazebo, and bridge across Collins Brook, much of which will be funded with private donations. To date, the Town has raised \$50,000 of an anticipated overall \$200,000 needed for Phase One.

Explained by ROGER

ARTICLE 10. To see if the Town will vote to establish a Windham Greenway Rail Trail Capital Reserve Fund (CRF) under the provisions of RSA 35:1 for the purpose of funding the future construction of improvements to the Trail as a pedestrian/bike path and to appropriate the sum of \$30,000 to be placed in said fund. This article is part of the Capital Improvements Program.

Recommended by the Board of Selectmen 5-0

Note: This article is part of the Capital Improvement Program. As the article describes, the intent is to establish a Capital Reserve Fund for the future construction of paving the "Greenway Recreational Trail" from the area of Old Mill Road along the former rail bed over to North Lowell Road, and to set aside an initial \$30,000 to do so. The trail would end near North Lowell Road in close proximity to the current paved trail along the Rockingham Recreational Trail. The overall estimated cost to construct the trail is \$1.2M dollars.

As the CIP states "...it will also create a corridor that will connect the west and east sides of Windham. The project would include clearing the rail bed, repairing drainage culverts, building up rail bed base material and finally paving this 2.5 mile stretch."

Explained by BRUCE

ARTICLE 11. To see if the Town will vote to raise and appropriate the sum of \$95,000 for the purpose of purchasing two (2) Power Load Lift Systems for the Windham Fire Department ambulances and to authorize the Board of Selectmen to contract for, accept and expend Federal Assistance to Firefighters Grant (AFG) funding in the amount of \$90,250 to be applied against said appropriation, with the balance of \$4,750 to come from general taxation. This will be a non-lapsing account per RSA 32:7, VI and will not lapse for a period of two (2) years. This article shall be deemed null and void if the AFG funding is not approved.

Recommended by the Board of Selectmen 5-0

Note: The Power Load Lift System aids the firefighters in more easily lifting and loading stretchers into the ambulances. The department has been very successful over the past two (2) years in securing two other AFG grants – one for a Compressor for SCBA gear and another to replace a Rescue Tool ("Jaws of Life").

Explained by JENNIFER

ARTICLE 12. To see if the Town will vote to raise and appropriate the sum of \$5,100 for the purpose of purchasing a one (1) acre piece of land surrounding the historic Indian Rock from the State of New Hampshire, which will be subdivided off of State-owned lot 11-C-125 (39 Enterprise Drive), and to further authorize the Board of Selectmen to negotiate the terms and conditions of the purchase.

Recommended by the Board of Selectmen 5-0

Note: As the article details this would authorize the Board to acquire the parcel of land where the historic Indian Rock is located. This famous Rock bears a plaque, erected by the Town in 1933, which reads “*Over these rock strewn hills and through these woods the Indians roamed on their hunt for game, on these waters their canoes were launched in their quest for fish, nearby fields yielded their harvest of corn and on this rock it was ground in to meal.*”

Explained by ROSS

ARTICLE 13. To see if the Town will vote, pursuant to RSA 162-K:5 that the public interest will be served and establish a municipal economic development and revitalization district to be designated as the Route 111 TIF District, the boundaries of which generally run along NH Route 111 from its intersection with NH Route 111A westerly to its intersection with Ledge Road as shown on a map entitled Proposed TIF District, dated September 22, 2020, available for review in the Community Development Department during regular business hours, and to further adopt the “Town of Windham Business Corridor Tax Increment Finance District Plan” for said District, as distributed and dated November 30, 2020; and further to designate the Community Development Director to administer said District under RSA 162-K:13, and to further authorize the Board of Selectmen to appoint a five (5) member advisory committee pursuant to RSA 162-K:14(I) exercising such authority as provided in statutes or by Board of Selectmen Resolution.

Recommended by the Board of Selectmen 5-0

Note: The 2020 Town Meeting supported the adoption of RSA 162-K, the enabling legislation to allow the consideration of Municipal Economic Development and Revitalization Districts (commonly referred to as TIF Districts). Over the past year, the Board and staff have studied the concept resulting in the development of a proposed Tax Increment Finance Plan and a proposal to establish a TIF District along Route 111 from Route 93 to Ledge Road. The proposed TIF location would encompass the area through which a potential water line could be run as an extension off the recently constructed Regional Water Line. Assuming such a TIF District were to be established, the increase in valuation of properties occurring after the formation of the District, and the taxes that result, would be placed into a fund separate from the Town’s General Fund, to be used to pay any bonds associated with the costs of developing the water line within the defined area.

Explained by ROSS

ARTICLE 14. To see if the Town will vote to adopt the following By-Laws to regulate all Town Conservation Lands under the ownership or stewardship of the Windham Conservation Commission, and to further rescind existing By-laws on the following specific properties: Moeckel Pond, adopted in 2015; Campbell Farm, adopted in 2016; Foster’s Pond, adopted in 1988; the Route 28 Windham Town Forest, adopted in 1988; and Deer Leap, adopted in 1989.

BY-LAWS

MANAGEMENT OF TOWN CONSERVATION PROPERTY & EASEMENTS:

SECTION I: PURPOSE

In order to promote the passive recreational use of, to manage for conservation and recreational purposes, to protect natural resources therein and, in the cases of Deer Leap and Moeckel Pond to do so according to the intent and purpose of the Land Conservation Investment Program (RSA 162-C:6) and/or the Land and Water Conservation Fund Act, the Windham Town Meeting adopts the following use regulations for all properties acquired in the name of the Town, either in fee or by use easement which were acquired by

the Town (i) under the provisions of RSA 36-A:4; (ii) by designation by the Donor or grantors as land subject to Conservation Commission jurisdiction; (iii) land/easements acquired in connection with open space; (iv) lands designated for management by the Conservation Commission by Town Meeting designation, or (v) by any other fashion or action under which the Conservation Commission holds jurisdiction to manage or regulate. These regulations are adopted pursuant to authority granted by RSA 31:39.

SECTION II: PERMITTED USES

A) The following uses are permitted from dawn until dusk, daily, within all Town Conservation lands and easements:

1. Passive recreational activities such as hiking, picnics, fishing, bird watching, and the like, that are consistent with the purpose of these By-laws.
2. Access by law enforcement or emergency vehicles at any time.

B) Additional permitted uses:

1. Clyde Pond (tax map 20D-1200 & 20E-300):
 - a) Swimming.
2. Deer Leap Natural Area (tax map 25E-10):
 - a) Small, non-motorized boats may be launched onto Rock Pond from the right-of-way at the end of Abbott Road or the parking area on Bayleaf Road. *(Note: In 1963, Order No. 98 was issued by the NH Department of Safety, Division of Safety Services prohibiting the operation of motor boats and outboard motors on Rock Pond).*
3. Route 28 Windham Town Forest (tax map 8B-3001, 4000, 4100, 4300, 5000 & 6150):
 - a) Hunting is permitted subject to compliance with all relevant local, State and Federal regulations.

C) Additional uses allowed only upon receiving written approval from the Conservation Commission:

1. Motorized vehicles for any use as deemed necessary.
2. Trail maintenance including, but not limited to, clearing and maintenance of natural or man-made structures.

D) Additional uses allowed only upon receiving written approval from the Conservation Commission and Windham Fire Department:

1. Camping and building of fires in designated areas of the Route 28 Windham Town Forest.
2. Camping and building of fires in designated areas of Clyde Pond.
3. Camping and building of fires in designated areas of Foster's Pond.

SECTION III: PROHIBITED ACTIVITIES

A) Unless otherwise noted in Section II, the following are prohibited within all Town Conservation lands and easements:

1. Use of these lands after dusk and before dawn.
2. Hunting, trapping and/or the discharge of firearms. Areas will be posted against these activities pursuant to RSA 635:4.
3. Use of "motorized vehicles" as defined in #WIN 3:00:11:02 "Use of Motor Vehicles on Town Property".
4. Parking anywhere other than in designated areas.
5. Littering; failure to carry out or properly dispose of garbage, trash; illegal dumping of motor vehicles, appliances, etc.

6. Cutting, digging up, or otherwise willfully damaging or defacing trees, shrubs, plants, or any other natural feature or man-made structure.
7. Building of fires.
8. Swimming from the banks or shorelines of brooks, ponds, or streams.
9. Camping.

B) Additional prohibitions:

1. Deer Leap Natural Area (tax map 25E-10):
 - a) Vehicles registered for highway use may only use Woodbury and Bayleaf roads, or the south section of Abbot Road, for access.
 - b) Swimming is prohibited from the right-of-way shoreline of Rock Pond at the end of Abbott Road.
 - c) Rock climbing, scaling, or climbing any vertical areas, or repelling, with or without the assistance of tools or equipment shall be prohibited except on the Deer Leap face area.
2. Moeckel Pond and Foster's Pond (tax map 25C-255 & 1C-2500):
 - a) The use of outboard motors including but not limited to jet ski, electric, or battery powered, is prohibited.
3. Campbell Farm (tax 1C-100):
 - a) Access to the homestead and/or its curtilage is prohibited.

SECTION IV: VIOLATIONS

Violations of these By-laws shall be punishable by assessment of the following fines and, in some cases, may also be subject to additional penalties imposed per State statute by law enforcement or the judicial system in response to criminal mischief, trespass or similar offenses:

- | | |
|---|------------|
| • Hunting, trapping, discharge of firearms. | \$500.00 |
| • Unauthorized use of motor vehicles. | \$500.00 |
| • Camping, building of fires, or swimming; each offense. | \$500.00 |
| • Interference with the Campbell Homestead; each offense. | \$500.00 |
| • Littering as described in Section III, A, 3. | \$1,000.00 |
| • Unauthorized cutting, digging up or otherwise willfully damaging or defacing kiosks, benches, bridges, dams, or any natural structures including but not limited to trees, shrubs, plants, rock faces, etc. | \$1,000.00 |
| • Disturbance of wetlands, or intentional damage to the Wetland and Watershed Protection District (WWPD) including but not limited to shoreline excavation, tree removal, dumping of brush or any invasive plantings, breaching of beaver dams, culverts, or changing the natural water flow, without prior, written consent and approval from Conservation Commission. | \$1,000.00 |

SECTION V: PENALTIES

Penalties collected shall be turned over to the Finance Department for deposit into the Conservation Land Trust Fund.

SECTION VI: ENFORCEMENT

These By-laws shall be enforced by the Windham Police Department and/or Windham Fire Department.

SECTION VII: SEVERABILITY

If any section, provision, or phrase of these By-laws shall be held to be invalid or unconstitutional by any court of competent authority, such holding shall not affect, impair or invalidate any other section, provision, or phrase hereof.

SECTION VIII: WAIVERS

By majority vote, the Windham Conservation Commission is authorized to make exceptions or grant waivers, in writing, of these By-Laws for limited (in time) specific events or activities, or for good cause shown provided such activities are not inconsistent with the purposes for which such land was acquired as set forth in RSA 36-A:2.

SECTION IX: AMENDMENTS

Upon recommendation of the Conservation Commission, these By-laws may from time to time be amended by vote of the Board of Selectmen at a regularly scheduled meeting. Notice of proposed changes shall be posted in at least two (2) public places, one of which must be the Town Hall, at least fourteen (14) calendar days prior to the date of the meeting.

SECTION X: EFFECTIVE DATE

These By-laws shall take effect immediately upon adoption by the Annual Town Meeting, or amendment thereafter by the Board of Selectmen, and shall supersede any and all such By-laws previously enacted.

Recommended by the Board of Selectmen 5-0

Note: The intent of this article is to create a single general overall By-law to cover all Town-owned conservation lands detailing both the permitted and prohibited uses within same. Currently, the Town has established a series of By-laws on several conservation properties which, as noted in the article, would be rescinded upon the adoption of the proposed General Regulation. With limited exceptions all the current by-laws are similar in scope. Both the Conservation Commission and Board of Selectmen believe having one overall By-law is best for consistency, as well as being easier for users to know and understand what is and is not allowed on all conservation lands; removing the need to research and understand several individual regulations.

Explained by HEATH

ARTICLE 15. To see if the Town will vote to authorize the Board of Selectmen to lease to Revision Energy, or another similar company, portions of the roof of the Nesmith Library at 8 Fellows Road for the purpose of constructing, installing, and operating a solar panel array with a term not to exceed twenty-five (25) years under a Purchase Power Agreement (PPA) which would allow the Town to purchase the equipment at any time after five (5) years and, further, to authorize the Board of Selectmen to negotiate the terms of any associated easements and licenses as they deem appropriate to complete the solar array project. The Selectmen's authority to complete the transactions contemplated in this article shall expire on December 31, 2022.

Recommended by the Board of Selectmen 5-0

Note: This past year the Board of Selectmen and Nesmith Library Trustees, following the recommendation of the Local Energy Committee, voted to support installing Solar Panels on the roof of the Library. The Board awarded a bid to Revision Energy to install the panels through a Purchase Power Agreement. The agreement requires that the town grant Revision both a license and easements to allow access over the town land to construct and maintain the system. As licenses and easements on and over town property are not within the authority of the Board of Selectmen the intent of this article is to grant the Board the authority to convey these as needed to complete the project.

Explained by ROGER

ARTICLE 16. To see if the Town will vote to modify the purpose of the Cemetery General Care Trust Fund, established under Article #13 of the 1988 Town Warrant, as allowed under RSA 31:19-a(III) and RSA 35:16, to allow any funds therein to be expended toward the general care of the cemeteries and the purchase, construction, or design of future interment/inurnment space. Currently use of the principle is restricted to the “future purchase of cemetery land”. The intent of this article is to allow a portion of these funds to be used to install columbariums or similar features in order to expand available space within the confines of the existing cemetery(ies). Approval of this article will have no impact on the tax rate and requires a 2/3rds vote.

Recommended by the Board of Selectmen 5-0

Note: Due in part to the limited amount of Cemetery space remaining, the Cemetery Trustees are proposing that the General Care Trust Fund, the principal of which is presently limited to purchasing land, be expanded to allow the funds to be used to install features such as columbariums to provide alternative(s) to ground burial.

Explained by ROSS

ARTICLE 17. To see if the Town will vote to support the Board of Selectmen’s submittal of a cypres petition to the Superior Court requesting that deed restrictions on lot 18-L-601, known as the Hayes Hart Road ROW (Boat Ramp), be amended. Currently, said restrictions limit use of the ROW to Windham residents only and the petition would seek to amend the deed to allow Salem property owners who directly abut the shoreline of Canobie Lake limited access to the ramp to facilitate putting in and taking out their boats for the season, in the spring and fall respectively. Said authorization to expire on December 31, 2022. Note this is an advisory vote to provide the Board with guidance on the subject.

Recommended by the Board of Selectmen 5-0

Note: As indicated in the article this is an “advisory vote” or “sense of the meeting” article that is being put forth by the Selectmen to ascertain how the town residents feel about the Board possibly pursuing a Court Petition to amend the deed restrictions on the Town-owned lot known as the Hayes Hart Boat Ramp; specifically to amend the restriction limiting use of the area to “Windham residents only” to include an allowance for “limited access by Salem residents who are direct abutters to the shoreline of Canobie Lake” during a short period in the Spring and Fall to facilitate putting in and taking out their boats for the season.

While the Board, as those responsible to “manage” Town property, is authorized under RSA 41:11-a(1) to submit the Petition, it desires to first obtain the “sense of the voters” on the matter.

Explained by ROGER

ARTICLE 18. To see if the Town will vote to authorize the Board of Selectmen to sell Lot 8-B-4401, a .30 acre Town-owned parcel of land between Route 28 and Libbey Road to the abutting property owners for forty-eight thousand (\$48,000) dollars, based on the amount of abutting square footage, and to negotiate other terms and conditions of the sale, including any reservation of easement or utility rights of the Town. Further, upon the sale of 8-B-4401 to discontinue completely Libbey Road in its entirety. Said authorization to expire on December 31, 2022.

Recommended by the Board of Selectmen 5-0

Note: This past year, one of three abutting property owners submitted conceptual plans to the Planning Board to develop their property, to which the Board suggested that the access road be built so as to come out directly across from Northland Road to form a “T” intersection at Route 28. The Board of Selectmen was asked by the owner if it was interested in selling the town land between Route 28 and their parcel to allow such a consideration. The Board, after receiving an appraisal on the town land agreed to sell the land for \$48,000 and, further, to discontinue Libbey Road subject to the following minimum conditions:

1. The Town would sell the land for \$48,000, the cost of which would be split between the abutting property owners based on the abutting square footage that each owns.

2. The property owner proposing to develop their land, subject to their project being approved by the Planning Board, would build a town road across from Northland Road up through the land between the two properties, subject to any agreed upon modifications approved as part of the Planning Board process.
3. The Town would discontinue Libbey Road, (length of approximately 1200'), subject to the new roadway being completed.

Explained by BOARD AS NOTED BELOW

ARTICLE 19. Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$16,751,922.82. Should this article be defeated, the operating budget shall be \$16,403,282.82 which is the same as last year, with certain adjustments required by previous action of the town, or by law, or the governing body may hold one special meeting in accordance with RSA 40:13 X and XVI to take up the issue of a revised operating budget only.

Town Officers' Salaries	\$ 3,330	Emergency Management	10,600
Administration	819,735	Community Development	579,950
Town Clerk Expenses	369,725	Town Highway Maintenance	1,182,540
Tax Collector Expenses	182,200	Street Lighting	18,520
Election and Registration	26,590	Solid Waste Disposal	1,283,420
Cemeteries	41,450	Health and Human Services	51,485
General Gov't Buildings	408,930	General Assistance	45,540
Appraisal of Properties	213,395	Library	1,302,170
Information Technologies	269,995	Recreation	260,550
Town Museum	5,400	Historic District Commission	7,300
Searles Building	10,090	Conservation Commission	7,070
Legal Expenses	58,500	Senior Center	5,170
Retirement Service Charges	4,000	Cable TV Expenses	126,850
Insurance	352,370	Interest Expenses (TANs)	500
Contracted Services	5	Long Term Debt	470,877.82
Police Department	3,655,720	<i>(Principal \$395,914.75 and Interest \$74,963.07)</i>	
Dispatching	541,820	Capital Outlay – Roads (Part of CIP)	360,000
Fire Department	4,076,125	<i>Recommended by the Board of Selectmen 5-0</i>	

***Note:** Warrant Article 19 (operating budget does not include appropriations proposed under any other warrant articles).

General Notes:

Salaries:

1. Employees – The following overall staffing changes are proposed in the operating budget:
 - a. No changes in staffing are proposed in the operating budget.
2. COLA Increases – 2.5% - for the following groups of employees: Non-Union– cost of \$83,330 (42 employees); Municipal Union - \$19,700 (19 employees); Fire Union - \$51,360 (24 employees); and Police Union - \$39,160 (22 employees).
3. Step Increases – Combined cost of \$64,484 across all departments (40 employees).
4. Health Insurance – Net change across all departments – \$15,780 (2.3% Rate Increase, several employee plan adjustments)
5. State Retirement – Net increase of \$128,040 across all departments due to salary adjustments as well as the following contribution rate increases effective July 2, 2021: for Fire employees – 2.9%; Police employees – 5.45%, and Municipal employees – 2.29%
6. Continued Removal of Selectmen's Salaries for 2021 – Voted by Board of Selectmen – Savings of \$6,100

General Government - Explained by HEATH

The 2021 Budget request for General Government items is \$2,765,710 representing an increase of \$50,535 or 1.86% above the 2020 totals of \$2,715,175 (*adjusted to include the Union Contract Articles that were approved as individual warrant articles in 2020*).

Main areas of change, aside from Salary increases due to COLA adjustments, any staffing changes mentioned above, or increases in retirement and health insurance costs, include:

Administration – Includes an increase of \$4,180 for conducting a separate, special audit in addition to the normal annual financial audit due to the Town receiving in excess of \$750,000 in grants in 2020 (much of which was related to the COVID Cares Act); \$46,600 in additional Contracted Services in order to perform additional studies related to the PFOS contamination in the town center, as well as to cover costs related to remediating several residential and commercial properties through the installation of water treatment/filter systems.

Town Clerk – Includes \$14,000 in Contracted Services for upgrading the department software systems to enhance its capabilities, linking online forms, and improving internal work processes.

Legal – Increase of \$6,600 due to several cases currently pending with the Town, some of which are expected to be protracted – notably a commercial assessing appeal with Shaws Supermarket and a case involving the PFOS contamination matter.

Insurance – Increase of \$11,725 due to higher premiums in both the Town's overall Worker's Compensation and Property Liability Insurance premiums.

Public Safety - Explained by BRUCE

The 2021 Budget request for Public Safety items is \$8,864,220 representing an increase of \$343,920 or 4.04% above the 2020 totals of \$8,520,300. (*adjusted to include the Union Contract Articles that were approved as individual warrant articles in 2020*).

Main areas of change, aside from Salary increases due to COLA adjustments, staffing changes mentioned above, or increases in retirement and health insurance costs, include:

Police Department shows an overall increase of \$166,390 due to a full year of salaries impacts from 2020 increases, as well as 2.5% COLA for all employees as explained above in the general notes, step increases (\$13,530) across the department, and \$70,000 in higher retirement costs due to increases in contribution rates.

Overall operating budget, outside of salary and benefit increases, is up an overall \$44,480 from 2020. Some items of note include \$49,580 in Equipment to begin replacing the department's mobile and portable radios (to be done over a three year period) and \$11,800 more in Vehicle Fuel costs; offset by reductions of (\$11,650) in Investigations, and (\$20,000) in Vehicle Equipment.

Dispatch – Overall increase of \$17,845 which is attributed to overall salary and benefit impacts noted above, as well as a \$3,250 increase in our cost for contracted fire dispatch services; offset in part by a decrease of (\$1,630) in Equipment

Fire Department - shows an overall increase of \$152,095 – all but \$7,050 of increase is due to salary and benefit increases, including \$18,820 for step increases and \$51,600 in higher retirement costs.

Overall operating budget, outside of salary and benefits, is up \$7,050 due mostly to slight adjustment for Fire Equipment and Vehicle Maintenance.

Emergency Management – Decrease of (\$1,870).

Community Development – Overall increase of \$9,460 of attributed to employee wage and benefit impacts as noted above, Operational costs are down (\$4,900).

Highways, Streets and Bridges - Explained by ROSS

The 2021 Budget request for Highway items is \$1,201,060 representing an increase of \$20,980 or 1.78% above the 2020 totals of \$1,180,080. (*adjusted to include the Union Contract Articles that were approved as individual warrant articles in 2020*).

Main areas of change, aside from Salary increases due to COLA adjustments, staffing changes mentioned above, or increases in retirement and health insurance costs, include:

Highway Department shows an increase of \$20,290 all of which is attributable to \$20,000 in Site Improvements to be used to purchase and install a controlled access gate for the Hayes Hart ROW (Boat Ramp).

Overall salaries and benefits do reflect the adjustments noted in the General Notes section (COLA, Retirement Cost, etc) but as a result of staffing changes due to retirements and resulting lower cost of new employees to fill vacancies, the overall salary and benefit costs for the department are less the 2020.

Solid Waste Disposal - Explained by ROGER

The 2021 Budget request for Solid Waste items is \$1,283,420 representing an increase of \$32,040 or 2.56% above the 2020 totals of \$1,251,380. (*adjusted to include the Union Contract Articles that were approved as individual warrant articles in 2020*).

Main areas of change, aside from Salary increases due to COLA adjustments, staffing changes mentioned above, or increases in retirement and health insurance costs, include:

Solid Waste - Increase of \$32,040. Salary and benefits show an increase of \$31,660 both due to the wage adjustments noted above, as well as higher Health Insurance costs due to employee plan changes. Operationally, the area of Waste Removal reflects a significant cost increase of \$32,400 while Demolition Removal and Contracted Services (for Recycling Handling) remain either level or slightly decreased. Also Vehicle Equipment is down \$22,290 due to the retirement of some lease payments from last year.

Health and Human Services - Explained by JENNIFER

The 2021 Budget request for Health and Human Service items is \$51,485 representing an increase of \$1,010 or 2.00% above the 2020 totals of \$50,475.

Health - Shows sight increase of \$1,010 due to COLA adjustment for the town's van drivers.

General Assistance (Welfare) - Explained by JENNIFER

The 2021 Budget request for Welfare Service items is \$45,540 representing level funding from the 2020 totals of \$45,540.

Welfare – No changes were made from the 2020 budget.

Culture and Recreation - Explained by ROSS

The 2021 Budget request for Culture and Recreation items is \$1,709,110 representing an increase of \$17,355 or 1.03% above the 2020 totals of \$1,691,755.

Main areas of change, aside from Salary increases due to COLA adjustments, staffing changes mentioned above, or increases in retirement and health insurance costs, include-

Library - increase of \$9,825 all due to increases in salaries and benefits as noted under the General Notes. Operating budget lines have decreased a combined (\$1,970) from 2020.

Recreation – increase of \$4,950 due mainly to an increase of \$4,270 in the cost of Chemical Toilets. Overall salaries and benefits are down slightly from 2020 due to savings in Health Insurance resulting from employee plan changes.

Historic District Commission – No overall changes from 2020 levels.

Conservation Commission – Shows minor adjustment of \$160 in overall cost.

Senior Center – No overall changes from 2020 levels

Cable - budget increase of \$2,420 predominantly due to salary and benefit adjustments noted in General Notes above.

Explained by ROGER

TAN Interest -

The 2021 Budget request for TAN Interest is \$500, a \$0 (0.00%) increase from 2020.

The intent of these funds is to provide a small amount to cover possible borrowing needs for a short term duration if taxes are delayed or do not come in as quickly as needed. This past year, we borrowed TANs in the amount of \$6,000,000 for a short time for the first time in several years. Interest costs for the borrowing were \$4,033.

Explained by BRUCE

Long Term Debt -

Notes due include: (interest rates in parenthesis)

(1) **Fire Quint** - principal \$ 83,410.27 - interest \$ 13,175.87 (2.45%) total \$ 96,586.14 - 4th of 10 payments*

*Note: The Fire Quint, with associated equipment, was purchased in 2017 through an appropriation of \$850,000, all of which was bonded over a period of ten (10) years at 2.45%. * Actual total annual payments have been reduced to 9 as of 2021 as a result of using available Impact Fees towards making additional principle payments.*

(2) **Land Purchase – Clyde Pond** - principal \$ 120,000 - interest \$ 71,820 (2.14%) total \$ 191,820 - 2nd of 15 payments

Note: The Land Purchase was made in 2019 through an appropriation of \$2,000,000, all of which was bonded over a period of fifteen (15) years at 2.14%. It is anticipated that bond payments will be reimbursed by the Conservation Commission through use of their Land Acquisition fund as long as funds remain available

(3) **Water Allocation - MSDC** - principal \$ 45,000 - interest \$ 25,635 (2.13%) total \$ 70,635 - 2nd of 15 payments

Note: The Water Allocation – MSDC of 200,000 gallons of water was purchased in 2019 through an appropriation of \$715,000, all of which was bonded over a period of fifteen (15) years at 2.13%. It is anticipated that in time the fees collected from Users of the Water will partially cover the cost of this bond over time.

(4) **Transfer Station Truck**- principal \$ 40,000 - interest \$ 2,040 (1.67%) total \$ 42,040 - 2nd of 2 payments
Note: TS Truck was purchased in 2019 through an appropriation of \$130,000, \$96,500 of which was bonded over a period of two (2) years at 1.67%.

(5) **Searles Tower Improvements**- principal \$ 23,173.75 - interest \$ 5,596.67 (2.30%) total \$ 28,770.42 - 1st of 12 payments
Note: Improvements to the Searles Tower and Roof were completed with an appropriation of \$300,000 in 2020 which was bonded over a period of twelve (12) years at 2.30%.

(6) **Rail Trail Improvements**- principal \$ 39,778 - interest \$ 1,168 (1.80%) total \$ 40,946 - 1st of 2 payments
Note: Improvements to the Rail Trail "Rail Forest" were completed with an appropriation of \$180,000, \$80,000 of which was bonded over a period of two (2) years at 1.80%.

Explained by HEATH

Capital Outlay – Road Improvements - \$360,000 –

Note: This article is part of the Capital Improvement Program. Budgeted funds have increased by \$60,000 from 2020. Funds are to be used towards the improvements being made to a road needing large scale reconstruction or improvements. Portions of Gertrude, Blossom, Faith, Ledge, Golden Brook, Haskell, and Meetinghouse Road will be projects for 2021.